



**SHERIFF JAMES A. TELB**  
**LUCAS COUNTY**  
**1622 SPIELBUSCH AVENUE**  
**TOLEDO, OHIO 43624-1387**

EMERGENCY: 9-1-1  
FACSIMILE: (419) 255-3096

COURTHOUSE OFFICE: (419) 213-4784  
RECORDS/DISPATCHER: (419) 213-4941  
CORRECTION CENTER: (419) 213-4924

**Information About Sheriff's Sales**

**Revised October 4, 2005**

1. Sales are held at 10 o'clock a.m. at the Lucas County Court House, 700 Adams Street Suite 150, when scheduled.
2. Bidding for mortgage foreclosure starts at two-thirds (2/3) of the appraised value of the property, unless there is a court-ordered starting bid. Bidding on tax foreclosure properties could be two-thirds of the appraised value of the property OR properties may be sold for back taxes and costs. This is determined by the taxation department. Information may be obtained about tax sales by contacting Ruth Seth, Tax Sale Coordinator @ 419-213-4316.
3. If you are the successful bidder, a 10% deposit is due **IMMEDIATELY** upon acceptance of your bid. **YOU MUST** have your money with you at the time you are bidding. **NO ONE** will be allowed to leave and return at a later time to pay their deposit. **REMEMBER** - if you do not have your money with you, don't bid. ( *NOTE: Tax sales - minimum deposit is 10% or \$300, whichever is greater*)
4. We will accept cash, certified bank checks, and money orders for your deposit. **NO** personal checks, credit cards, or business checks are accepted.
5. In addition to the balance owed, a fee of \$50.00 will be charged for preparing the deed. Any other fees for transferring and recording the deed is the purchaser's responsibility, (**EXCEPT** tax foreclosure sales - by law we are required to collect (**in cash at the time of purchase**) an additional \$28.00 for recording a two-sided deed, plus \$.50 per parcel transfer fee, plus \$.37 postage for mailing the deed by the Recorder's Office. (a total of \$78.87 ).
6. The debtor has the right of redemption of the property until the Confirmation of Sale is signed by the Judge and filed by the Court.
7. Upon receiving the Confirmation of Sale from the Clerk's Office, a Sheriff's Deed is prepared by the attorney and the buyer is notified when the deed is ready. **Upon notification from the Sheriff's Office**, the purchaser has 30 days to bring in the balance of the money due and pick up the deed. (FAILURE TO DO SO COULD RESULT IN THE FORFEITURE OF THE DEPOSIT AND SUBJECTS YOU TO CONTEMPT OF COURT CHARGES). A money order, certified bank check or cash only will be accepted.

NOTE: **DO NOT SCHEDULE A CLOSING ON YOUR PROPERTY UNTIL YOU HAVE BEEN NOTIFIED BY THE SHERIFF'S DEPARTMENT THAT THE COSTS ARE COMPLETED AND THE DEED IS READY.**

8. The Sheriff's Office does not have access or keys to any of the properties. PROPERTIES ARE SOLD AS IS. APPRAISALS MAY NOT INCLUDE INTERIOR INSPECTIONS.

9. The Sheriff's Office does not guarantee a clear title to any property. Check the Court file located in the office of the Lucas County Clerk of Courts for the attorney's name representing the party requesting the sale and for a copy of the title report.

10. If the property is still occupied after the deed is received, the purchaser may obtain a Writ of Possession to evict the occupants. You must sign the Praecipe Book in the Clerk of Courts Office requesting them to issue the writ and pay a fee of \$2.00. There is also a \$60.00 fee that is payable to the Sheriff's Office. Upon our office receiving the writ from the Clerk's Office, we will give the occupants a notice that they have ten (10) days to vacate the premises or else be evicted. You must supply your own movers.

11. Make a visual inspection of the property on which you desire to bid in advance of the sale date to verify whether there are or are not buildings there. Check with the map draftsman in the Lucas County Auditor's Office in the Government Center in advance of the sale date to determine if the property you desire to bid on is the property you actually want and to determine whether or not such property has a building thereon.

12. Check with the City of Toledo, Department of Neighborhoods to see if the property you want is on the demolition list. Also, check with the utility departments to be sure there are no liens.

13. Taxes will be paid according to the last tax bill due at the time of sale. There is no prorating of real estate taxes on Sheriff's Sales.

14. An "A" next to the case number denotes an Alias Sale, which means the property has been set for sale on a previous date. A "T" next to the case number denotes a Tax Sale.

15. The Sheriff's Sale List is published monthly and available in our office. The Lucas County Auditors Office will mail you a monthly list for a fee. **You may also obtain a list on-line at [www.co.lucas.oh.us/Sheriff](http://www.co.lucas.oh.us/Sheriff) or [www.co.lucas.oh.us/Treasurer](http://www.co.lucas.oh.us/Treasurer)**

ENTERING THE PROPERTY WITHOUT THE PERMISSION OF THE OWNER OR OCCUPANTS IS A VIOLATION OF OHIO REVISED CODE SECTION 2911.21, PUNISHABLE BY UP TO 30 DAYS IN JAIL AND/OR A FINE OF \$250.00. FURTHER, PHYSICALLY REMOVING THE PROPERTY OF THE OCCUPANTS WITHOUT A COURT ORDER, EVEN AFTER RECEIVING THE DEED, MAY RESULT IN CIVIL OR CRIMINAL LIABILITY.